

# MAYOR & COUNCIL AGENDA COVER SHEET

**MEETING DATE:**

March 5, 2007

**CALL TO PODIUM:**

James D. Arnoult

**RESPONSIBLE STAFF:**

James D. Arnoult

**AGENDA ITEM:**

(please check one)

	Presentation
	Proclamation/Certificate
	Appointment
	Public Hearing
	Historic District
	Consent Item
	Ordinance
<input checked="" type="checkbox"/>	Resolution
	Policy Discussion
	Work Session Discussion Item
	Other:

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

**TITLE:**

Resolution of the Mayor and City Council Authorizing the City Manager to Enter into a Contract to Purchase Five (5) 2007 Ford Crown Victoria Police Vehicles (\$104,535)

**SUPPORTING BACKGROUND:**

Four police vehicles (units 7769, 7772, 7773, and 7774) are approaching the end of their useful service life. Due to their age, condition, mileage and/or reliability, these vehicles need to be replaced. Once the replacement vehicles are ready for service, these four vehicles will either replace current support vehicles or be sold at public auction. We would also like to purchase one additional police vehicle that was approved in the 2007 Operating Budget.

Staff would like to participate in the State of Maryland Statewide Contract, purchase order number 001B7900361, to purchase five Ford Crown Victoria Police Vehicles from Hertrich Fleet Services, 1123 Shore Highway, Denton, Maryland 21629 in the amount of One Hundred Four Thousand Five Hundred Thirty Five Dollars (\$104,535). Said funds to be expended from the Vehicle & Equipment Replacement Fund and the Operating Budget.

**DESIRED OUTCOME:**

Vote on Resolution

# Resolution Request Form

## REQUEST FORM FOR RESOLUTIONS PERTAINING TO EXPENDITURES FROM THE CITY BUDGET (CONTRACTS/PURCHASES, TRANSFER FUNDS)

(Please attach the Mayor and Council Agenda Cover Sheet to this Form. For contracts/purchases, the Cover Sheet **MUST** include a list of all bidders and bid amounts.)

Requested by: James D. Arnoult Date of City Council Meeting: March 5, 2007

### **AUTHORIZING**

Purchase X Award Contract \_\_\_\_\_ Transfer Funds \_\_\_\_\_ Negotiate/  
Execute a Contract \_\_\_\_\_

### **BID INFORMATION:**

Advertisement Date \_\_\_\_\_ State of Maryland contract purchase order # 001B7900361

Newspaper(s) \_\_\_\_\_

Bids Opened/Tabulated (date) \_\_\_\_\_

### **DESCRIPTION OF ITEM(S):**

(Be specific; include quantity, item name, model number, etc.)

Five (5) 2007 Ford Crown Victoria Police Vehicles per State of Maryland contract purchase order # 001B7900361.

### **CONTRACTED/PURCHASE FROM:**

Company Name: Hertrich Fleet Services

Street Address: 1123 Shore Highway

P. O. Box Number \_\_\_\_\_

City/State/Zip: Denton, M.D. 21629

**CONTRACT/PURCHASE AMOUNT:** \$104,535.00

Check One: In the Amount of X Not to Exceed \_\_\_\_\_

**FUNDS TO BE EXPENDED FROM:** Vehicle Replacement Fund X Capital Improvements  
Budget \_\_\_\_\_ Operating Budget X

Account Number: (4) Vehicle Equipment Replacement Fund 310700 (\$83,628.00)  
(1) Operating Budget 1211-596000 (\$20,907.00)  
(For Finance Department use only; not to be included in the Resolution)

**VERIFICATION OF AVAILABILITY OF FUNDS** Available \_\_\_\_\_ Not available \_\_\_\_\_

\_\_\_\_\_  
Finance Dept. Date

RESOLUTION NO. \_\_\_\_\_

RESOLUTION OF THE MAYOR AND CITY COUNCIL  
AUTHORIZING THE CITY MANAGER TO ENTER INTO  
A CONTRACT TO PURCHASE FIVE (5) 2007  
FORD CROWN VICTORIA POLICE VEHICLES

WHEREAS, Section 57 of the City Charter provides that the City Council may permit negotiations of contracts without sealed bids for products and services, where in the opinion of the Council, the interests of the City would be best served by negotiated contracts; and

WHEREAS, it is recommended that five (5) 2007 Ford Police Vehicles be purchased; and

WHEREAS, the City wishes to participate in the State of Maryland Statewide Contract, purchase order number 001B7900361, to purchase said equipment:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Gaithersburg, that the City Manager be and he hereby is authorized to award a contract to purchase five (5) 2007 Ford Crown Victoria Police Vehicles from Hertrich Fleet Services, 1123 Shore Highway, Denton, Maryland 21629, in the amount of One Hundred Four Thousand Five Hundred Thirty-Five Dollars (\$104,535); said funds to be expended from the Vehicle and Equipment Replacement Fund and the Operating Budget.

ADOPTED by the Mayor and City Council this 5th day of March, 2007.

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SIDNEY A. KATZ, MAYOR and  
President of the Council

THIS IS TO CERTIFY that the foregoing  
Resolution was adopted by the City Council  
in public meeting assembled on the 5th day  
of March, 2007.

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David B. Humpton, City Manager